



November 1, 2009

Marlene H. Dortch, Secretary
Federal Communications Commission
Office of the Secretary
445 12th Street, SW
Room TW-A325
Washington, DC 20554

In the Matter of: Nomination for Universal Service Administrative Company Board of
Directors, CC Docket Nos. 97-21 and 96-45

Dear Secretary Dortch:

On behalf of the 48 states comprising the State E-rate Coordinators' Alliance (SECA), we are pleased to nominate Sylvia K. Norton to the Board of Directors of the Universal Service Administrative Company (USAC) to fill the schools' seat for which nominations have been invited.

Ms. Norton is employed by the Maine Department of Education and serves as the Maine State E-rate Coordinator for the Maine Department of Education, a role she has held since 2002. In addition to providing E-rate training and guidance for public and non-public schools, she is responsible for all aspects of the E-rate application process for schools on the Maine School and Library Network (MSLN), a statewide network which provides telecommunications services and Internet access to the 650 schools and 200 school administrative districts in Maine. She is the USAC-certified approver in Maine for school technology plans, and an active member of the State E-rate Coordinators' Alliance (SECA).

In addition to her role as the Maine E-rate Coordinator, Ms. Norton also is responsible for many aspects of Title IID compliance in ESEA/NCLB monitoring, overseeing Maine's school libraries, and developing curriculum standards for 21st Century learners. She is involved with professional development for the nationally-recognized Maine Learning Technology Initiative (MLTI), which provides statewide 1:1 computing for students, teachers and administrators in grades 7-12, and she has served on the national Microsoft Educator Advisory Council and Maine's Partnership for 21st Century Skills Advisory Council.

All of these roles and responsibilities have infused Ms. Norton with comprehensive expertise relating to the rules, policies and operational aspects of the E-rate program, in addition to a broad range of technology planning and implementation expertise – both uniquely qualifying her to serve on the USAC Board.

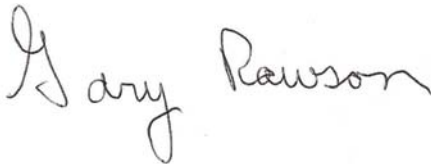
Prior to joining the Maine Department of Education, Ms. Norton worked in K-12 education as a library media specialist at a Maine high school where she was recognized as an early innovator in the state for using technology to enhance teaching and learning. She successfully was awarded grants to connect her students to the Internet with dial-up access before broadband was available, and she started a local education cable television access channel with student-produced video. As the use of instructional technology grew, she was selected for a statewide committee focusing on the professional development needs of teachers.

Technology, transforming learning through technology and the implications of technology-related policies to ensure equitable access for all students, has been a focus throughout Ms Norton's professional career and in her formal education, which includes Masters Degrees in both Library and Information Science and Public Administration, and doctoral studies in Educational Leadership. In addition, she has served two terms as a public school board member and in several elected leadership positions of state, regional and national professional associations.

In addition to her state E-rate coordination role, she is in daily communication with the state E-rate coordinators from 47 other states, participates in the SECA weekly conference calls with other state E-rate coordinators and representatives of the FCC and USAC, and attends the semi-annual SECA conferences. She has developed a keen awareness of the operational challenges and needs of both small and large applicants across the country.

Sylvia K. Norton's personal and professional life has a public policy and education background with extensive non-profit board experience focused on advocacy and collaboration. Her broad range of knowledge of the E-rate program and its operations, both from the applicant level and the national policy level, makes her extremely well-suited to represent the interests of schools on the USAC Board. It is with pride that we nominate her as a schools' representative to the USAC Board.

Respectfully submitted,

A handwritten signature in dark ink that reads "Gary Rawson". The signature is written in a cursive, flowing style.

Gary Rawson, Chair
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Enclosure (Sylvia K. Norton Resume)

Sylvia K. Norton

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EDUCATION:

Doctoral Studies, Educational Leadership, 2006 – 2009
M.P.A. Public Administration, 2007
M.S. Library and Information Science, 1983
B.A. English, 1976

University of Maine, Orono
University of Maine, Orono
Simmons College, Boston
University of Maine, Orono

PROFESSIONAL EXPERIENCE:

State E-rate Coordinator, School Library/Technology Planning Coordinator *Maine Department of Education, 2002 – present*

- Responsible for E-rate filings and compliance for 650 public and non-public schools on the Maine School and Library Network (MSLN)
- Approve school district technology plans required for NCLB Title IID Ed Tech, E-rate and Chapter 125 state tech plan requirements
- Advise MSLN concerning E-rate requirements to ensure MSLN operates in compliance with E-rate
- Train and assist schools and districts in the E-rate application process and compliance requirements
- Provide outreach to E-rate applicants in the state via website, listserv, webinars, videoconferencing and presentations at state education technology conferences
- Plan, develop and advocate for statewide programs and professional development to enhance teaching and learning through instructional technology and school library programs
- Oversee regulatory compliance of instruction and resources in school libraries
- Develop standards for research/information literacy in K-12 instructional programs
- Review public school districts as part of NCLB monitoring visits
- Consult with architects on library facilities for school construction and renovation projects

School Library Technologist *Maine State Library 2001 – 2002*

- Managed implementation of MINERVA, a select group of libraries in the Maine InfoNet statewide electronic catalog
- Trained staff in use of Innovative Interfaces software and facilitated group discussions to develop policies for cataloging and inter-library loan
- Addressed certification issues for school personnel in a newly state-approved graduate program in library science

School Library Media Specialist *Freeport High School, Freeport, ME 1990 – 2001*

- Administered program to facilitate classroom teachers' integration of library resources for classroom instruction
- Led district efforts to integrate Internet and technology into curriculum
- Developed information literacy standards and assessments
- Was an early adopter of Internet through a grant for a dial-up modem for student Internet access prior to MSLN
- Developed a new curriculum and taught a videography and media literacy course after writing a successful grant to support a student-run local cable access educational channel
- Planned and implemented automation of the school library catalog
- Staffed and then directed the summer school program which personalized learning plans for students to receive academic credit

Health Sciences Librarian *Midcoast Health Services, Brunswick, ME 1986 – 1990*

- Administered hospital library program to serve the information needs of doctors, nurses and other hospital staff

Circuit Rider Librarian *Central Maine Medical Center, Lewiston, ME 1983*

- Provided online search capabilities for four small rural Maine hospitals
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Technical Services Librarian *Maine Medical Center, Portland, ME 1980 – 1982, 1985*

- Provided cataloging and online reference services for a large teaching hospital

Educational Technician *Mahoney Junior High School, South Portland, ME 1978 – 1979*

- Maintained collection and assisted students in the school library

PROFESSIONAL LEADERSHIP:

School Representative on Expert Panel, Institute of Museum and Library Services (IMLS) 2008 - 2009

- Selected for national panel to analyze and validate the final report of a study on the economic, social, educational, and cultural value of the single largest source of federal funding for the nation's libraries

American Association of School Librarians Division Councilor (AASL), ALA, 2006 - present

- Elected nationally to two three-year terms to represent the 10,000 members of AASL within the larger ALA parent organization
- Serve on AASL Executive Committee and Board

Microsoft Educator Advisory Council 2005 – 2007

- Reviewed new and emerging technology products for relevancy of use by teachers, administrators, parents and students

Councilor At Large, American Library Association, 2005 – 2006

- Elected nationally to governance board of 65,000 member professional association

Chair, Supervisors Section (SPVS), American Association of School Librarians (AASL), 2005-2006

- Explored supervision issues and provided workshop session at national conference on school library district-wide coordinating responsibilities

“Charting the Landscape/Mapping New Paths: Museums, Libraries & K-12”, Institute of Museum and Library Services (IMLS) August 2004

- Invited participant of practitioners, policymakers, museum and library professionals and educators who supported a learning society with museum, library and school partnerships

Program Co-Chair, AASL National Conference 2005 in Pittsburgh 2003 – 2006

- Chaired the process for peer review of over 300 programs for final selection of 110 programs related to K-12 education
- Participated in planning the biannual association conference for 3500 attendees

“Developing School Libraries in the Abu Dhabi Educational Zone”, education reform efforts in Abu Dhabi, United Arab Emirates December 2003

- Invited as school library consultant on a three-member team associated with Zayed University
- Reviewed schools in the UAE and wrote report with recommendations later implemented by ADEZ

Improving Literacy Through School Libraries, US Department of Education 2002, 2003, 2005

- Peer reviewed for federal grant program to poverty level schools in order to improve literacy

Board of Directors, American Association of School Librarians (AASL), 2002 – 2005

- Elected to represent the New England region on the 10,000 member national professional association for school library media specialists
- Elected by members of the AASL Board to the only at-large position on Executive Committee, the highest level of governance for AASL, 2004 - 2005
- Participated extensively in development of a five year strategic plan

President, New England Educational Media Association (NEEMA), 2001 – 2002

- Represented regional association of state associations affiliated with AASL
- Planned a successful one day Leadership Conference for 125 educators throughout New England on effectively integrating technology

Initial Teacher Certification Committee, Maine State Board of Education 2000 – 2002

- Participated in stakeholder revisions for Chapter 115 Teacher Certification

President, Maine Association of School Libraries (MASL), 1997 – 1999

- Initiated exploration and change of association name to increase identity with educators and policymakers
- Testified before the Education and Cultural Committee of the Maine legislature to support digital library resources for Maine citizens

School Board Member, Falmouth (ME) Public Schools, 1994 – 2000

- Elected to two terms (maximum of set term limits) in suburban school district during a time of significant growth and subsequent renovations and new building projects
- Chaired technology committee in the design and building of a new community high school, 1997 – 2001

Board Member, Maine Association of School Libraries (MASL) 1991 – present

- Hold ex officio position as Maine Department of Education liaison on the MASL Board
- Held positions previously on the board as Chair of Intellectual Freedom Committee, Liaison to State Board of Education